

**Indiana Criminal Justice Institute
Drug & Crime Control Division
Byrne Memorial Justice Assistance Grant (JAG) Program
Grant Review and Scoring Matrix**



Reviewed By:	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
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Applicant:					
Project Title:					
County:					
<input type="checkbox"/> New		<input type="checkbox"/> Continuation			

Previous Funding:	\$,	.00	Requested Funding:	\$,	.00	Recommended:	\$,	.00
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SUMMARY SHEET

Section Number/Description	Complete	Comments
1 - Face Page	<input type="checkbox"/>	
3 – Budget Narrative	<input type="checkbox"/>	
4 – Disclosure of Federal Grants	<input type="checkbox"/>	
6 – Signature Pages	<input type="checkbox"/>	

Section	Description	Max. Pts. Allowable	Score
1.	Cover Page		
2.	Executive Summary	5 pts	
3.	Needs Assessment	15 pts	
4.	Goals, Objectives and Performance Indicators	20 pts	
5.	Implementation Plan	15 pts	
6.	Sustainability/Future Funding Plans	13 pts	
7.	Evaluation and Internal Assessment	15 pts	
8.	Project Budget Worksheet	7 pts	
9.	Budget Narrative	10 pts	

Total Score	100 points	
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Review and score the grant application in each of the areas for completeness, accuracy, clarity, and continuity.

Section 1. Cover Page

1.	Did the applicant complete each section?	<input type="checkbox"/>
2.	Indicate the appropriate Purpose Area for this application (check only one):	
	Law Enforcement Programs	<input type="checkbox"/>
	Prosecution and Court Programs	<input type="checkbox"/>
	Prevention and Education Programs	<input type="checkbox"/>
	Corrections and Community Corrections Programs	<input type="checkbox"/>
	Drug Treatment Programs	<input type="checkbox"/>
	Planning, Evaluation, and Technology Improvement Programs	<input type="checkbox"/>
3.	Indicate the appropriate ICJI Priority Funding Area for this application (check one):	
	Multijurisdictional drug and/or gang task force.	<input type="checkbox"/>
	Aggressive prosecution of drug and violent criminal offenders.	<input type="checkbox"/>
	Alternatives to secure confinement for appropriate classes of offenders who will benefit from community-based alternatives to traditional punishment.	<input type="checkbox"/>
	Treatment programs for incarcerated offenders and drug interdiction efforts within prisons and local jail/detention facilities as a component to re-entry.	<input type="checkbox"/>
	Improving data collection and research initiatives, including program evaluations, to enhance research-based decision making.	<input type="checkbox"/>
	Improving criminal and juvenile justice information record systems and technology.	<input type="checkbox"/>

Section 2. Executive Summary

1.	Does the Executive Summary exceed 2 pages?	0 – 1 pts	
Comments:			
2.	Does it summarize the scope of the project, state problem(s) or need(s), objectives and outcomes to be gained, total cost of project and summarize each major section of the proposal?	0 – 4 pts	
Comments:			
		Total (maximum of 5 pts)	

Section 3. Needs Assessment

1.	Does the applicant clearly describe the problem to be addressed and how funding would alleviate the problem?	0 – 5 pts	
Comments:			

2.	Does the applicant explain how the problem was identified and included relevant local facts, statistics, and/or other measures?	0 – 5 pts	
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Comments:

3.	Is the Needs Statement succinct and concise?	0 – 3 pts	
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Comments:

4.	Did the applicant clearly describe the target population effected by this project?	0 – 2 pts	
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Comments:

Total (maximum of 15 pts)

Section 4. Problem Statement, Goals, Objectives and Performance Indicators

1.	Problem Statement		
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	Does the Problem Statement provide a concise description of the problem that the project will address?	0 – 4 pts	
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Comments:

2.	Goal(s) – a desired state of affairs that are timeless. While a single Goal is required, limit your Goals to no more than two.		
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	Does the applicant provide a clear and concise statement of the project direction which is a realistic, understandable, measurable, and related to the Needs Statement?	0 – 4 pts	
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3.	Objectives – specific milestones aimed at achieving your Goal(s).		
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	Are the listed objectives directly related to the stated Goal(s)?	0 – 3 pts	
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	Did the applicant include dates when the objectives will be reached, be measured, and include valid indicator(s) of reaching the milestone?	0 – 3 pts	
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	Are the Objectives measurable, attainable, and realistic?	0 – 3 pts	
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4.	Performance Indicators – Data collected to measure each objective and show progress.		
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	Are the listed performance indicators directly related to the stated Goal(s) and sources of data identified?	0 – 4pts	
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Comments:

Total (maximum of 20 pts)

Section 5. Implementation Plan

1.	Does the Implementation Plan outline the Objective, who is responsible the timeline, how each will be accomplished including projected resources needed?	0 – 7 pts	
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Comments:

2.	If other agencies are involved and have responsibilities in the project, are letters of agreement or support attached?	0 – 4 pts	
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Comments:

3.	Did the applicant articulate a start date for the project and their ability to do so?	0 – 4 pts	
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Comments:

Total (maximum of 15 pts)

Section 6. Sustainability/Future Funding Plans

1.	Does the current year funding plan include a description of match amounts and source(s)?	0 – 5 pts	
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Comments:

2.	Does the applicant provide an estimated funding plan for subsequent year(s), if applicable, including an estimated total length of time they anticipate federal funding required for this project?	0 – 5 pts	
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Comments:

3.	Does the plan give a general description of funding for the final year of	0 – 3 pts	
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	federal funding?		
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Comments:

Total (maximum of 13 pts)

Section 7. Evaluation and Internal Assessment

1.	Did the applicant document what outcome and output measures will be used to verify the objectives are met?	0 – 5 pts	
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Comments:

2.	Does the applicant clearly state what data will be collected, how, by whom, and when?	0 – 5 pts	
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Comments:

3.	Did the applicant indicate how the project will be internally assessed?	0 – 5 pts	
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Comments:

Total (maximum of 15 pts)

Section 8. Project Budget Worksheet

1.	Was the budget and match correctly calculated?	0 – 2 pts	
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Comments:

2.	Are the budget items directly related to the proposed project and identified problems?	0 – 3 pts	
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Comments:

3.	Are the budget items an allowable expense? If not, did they submit a Waiver Request for ineligible cost items?	0 – 2 pts	
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Comments:

Total (maximum of 7 pts)

Section 9. Budget Narrative

1. Did the applicant complete all sections of the Budget Narrative?

0 – 2 pts

Comments:

2. Did the applicant answer all questions related to each section of the Budget Narrative as it applied to each category?

0 – 5 pts

Comments:

3. Are all the items listed on the Budget Detail Worksheet described in the Budget Narrative?

0 – 3 pts

Comments:

Total (maximum of 10 pts)